

**[Insert Organization Name] Prepares for Coronavirus**

*[Insert care setting type] Takes Steps to Prevent and Contain Cases of COVID-19*

Contact: [insert name]

[insert email] [insert phone number]

**[insert day, month, year] [insert location]** -- Responding to the spread of coronavirus, [insert name of organization] is actively preparing to prevent and contain cases of COVID-19, the illness caused by the novel virus.

“The health and wellness of our residents and the caregiving teams who support them is our top priority,” said [insert name and title]. “Our team is concerned, we are informed, and we are providing education and resources. This is a fast-changing situation, and we are committed to ensuring that residents, their families, our dedicated staff, and our community are aware of our efforts and the precautions required for COVID-19 prevention and containment.”

[insert organization name here] leadership is in regular communication with local and state public health officials, including [insert names of applicable local and state health departments/agencies] as well as with officials at the Centers for Disease Control and Prevention. The [insert care setting type] has also implemented its emergency preparedness plan, which includes [what/one or two examples]. In addition, we are advising all friends and family of our residents to refrain from visiting if they are feeling ill and have symptoms of infection. “These precautions are vital to helping us avoid and minimize the possible spread of coronavirus,” said [insert name and title].

He/she added: “At this time, we do not have any diagnosed cases of residents or staff being infected with coronavirus. Open communication is crucial. We will provide regular updates via [our website/email/social media platform/] on our community’s status.”

**About [insert organization name]:** A [insert care setting/provider type here] serving the community of [insert locale/town/region] since [insert date], [insert organization name] employes [insert number of staffers] caring for a community of [insert number] of residents. [add mission]. For more information, visit [insert website].